Quarterly Project Status

Project Status

- **Scope** – Development and test environments for Kronos Workforce Central 7 have been created, and work is ongoing to build the new end user screens and interfaces, called Navigator, for this version. Support for the version 7 environment is transitioning from Housing to Enterprise Technology Services (ETS).

- **Resources** – Our new Customer Support/Quality Assurance Analyst David Lippold joined the Kronos project team on December 5. A second customer support/training position is still in recruitment. Kronos technical resources are also helping us develop interfaces for version 7.

- **Schedule** – New Navigator screens should be completed in January, allowing existing Kronos users to begin trying out version 7 in a controlled testing environment. Completion and testing of the new data interfaces is scheduled for February, along with setup of the new hosting environment in ETS. Once this environment is stabilized and fully tested, existing Kronos users will begin the transition to Kronos version 7.

Highlights

- **Training** – The Kronos project team and the Kronos Academic/Research Advisory Committee have identified critical stages of orientation and training for departments transitioning to or starting out on Kronos version 7, and we have begun compiling the training materials needed to support the implementation. Once Navigator screens in version 7 are completed, we will be ready to capture screenshots for the updated Kronos Timekeepers Manual, including sections for employees recording time and supervisors who approve time.

- **Data Interfaces** – We are currently building new data interfaces between Kronos and PPS to make it easier for timekeepers to set up and maintain employees in Kronos.
  o A major step in this process was to upgrade the Workforce Integration Manager, a tool used to manage data integration, and modify our current data imports to work with it.
  o In the next step, we identified areas where we need to standardize and streamline some of the Kronos configurations that timekeepers must set.
  o We are currently modifying tools to bring additional data into Kronos and to redesign the interfaces so Kronos employee profiles are prepopulated with accurate default values.
  o The final steps will be to build and then test the new interfaces.

- **Year-End Adjustments** – Enterprise systems like Kronos require enterprise-level support. In addition to bi-weekly and monthly payroll uploads, customer support, system upgrades, and server maintenance, the Kronos team completed several critical end-of-year tasks, including: updating the 2014 holidays; modifying accrual profiles to accommodate holiday curtailment overages; and modifying accrual grant values for the next six months.